

# Minutes of a Regular Meeting

## Town of Los Altos Hills

### PLANNING COMMISSION

Approved December 1, 2011

THURSDAY, November 3, 2011, 7:00 p.m.  
Council Chambers, 26379 Fremont Road

---

#### 1. ROLL CALL AND PLEDGE OF ALLEGIANCE

The regular meeting of the Planning Commission was called to order at 7:00 p.m. in the Council Chambers at Town Hall.

Present: Chairman Collins and Commissioners: Abraham, Clow, and Partridge.  
Absent: Commissioner: Harpootlian

Staff: Debbie Pedro, Planning Director; Nicole Horvitz, Assistant Planner; and Sarah Corso, Community Development Specialist.

2. PRESENTATIONS FROM THE FLOOR – **Debbie Pedro, Planning Director**, invited the Planning Commission to participate in the seventh annual Turkey Trot, held on November 24, 2011. The event is a fundraiser and there is a competition among smaller cities to win the Mayor's Cup. The Town has encouraged all Town employees, as well as Committee, Commission, and Council members to take part in the event.

#### 3. PUBLIC HEARINGS

Planning Commission Ex Parte Contacts Policy Disclosure: None.

- 3.1 **LANDS OF PURISSIMA HILLS WATER DISTRICT (APPLICANT-AT&T); 27299 Arastradero Road; File #23-11-CUP-VAR; A request for a Conditional Use Permit renewal and modifications for an existing/previously approved wireless communications facility and a variance to locate new ground equipment cabinets within the property line setbacks. CEQA Review: Categorical Exemption per Section 15301 (a) (staff-Nicole Horvitz).**

**Nicole Horvitz, Assistant Planner**, presented the staff report. The site is located at the intersection of Arastradero Road and Purissima Road, adjacent to Highway 280. Surrounding properties are Stanford, Caltrans, and the Los Altos Hills County Fire District. The site is 5,292 square feet and contains a pump station for the Water District. There is an existing 93 foot tall monopine that was constructed by AT&T in 2006, along with ground equipment, a pump station, a driveway, electrical cabinets, and a portable backup generator.

The applicant is proposing to install three new ground cabinets on two new concrete slabs, within four to five feet of the rear property line. Two of the cabinets will be stacked and one will be freestanding, both approximately six feet tall. Due to the shape and size of the property there is

no feasible way for the applicant to comply with the Town's setback requirements. In 2006 the City Council approved a setback variance for the ground equipment when they approved the monopine. The monopine currently contains six AT&T panel antennas at 86 feet from grade. The applicant is proposing to add three new panel antennas at 79 feet for grade, and six new remote radio units (RRU) at 75 feet from grade. The purpose of the modification is to support the new LTE 4G technology. The new antennas will be required to have needle socks to appear like a pine tree.

The action requested by the Planning Commission is to forward a recommendation to City Council to approve the setback variance for the ground equipment cabinets, approve the proposed modification, and extend the conditional use permit for another ten years.

#### CHAIRMAN COLLINS OPENED THE PUBLIC HEARING

**John Yu, Representative for AT&T**, described the new LTE technology to the Commission. The technology requires remote radio units (RRU) which are made of fiber optics.

**Commissioner Abraham** suggested a change to condition ten of the staff report. He would like to see the words *as primary* taken out so the sentence reads:

*The applicant shall not cause radiation in the frequencies allocated ~~as primary~~ to the amateur radio service and may be required to correct any and all future interference problems experienced by other licensed services.*

**John Yu, Representative for AT&T**, agreed to the change.

**Kevin Lin, neighbor at 27085 Horseshoe Lane**, expressed concern for the radiation that will be emitted by the antennas.

#### CHAIRMAN COLLINS CLOSED THE PUBLIC HEARING

**Commissioner Abraham** addressed the neighbor's concern of radiation transmittal. The FCC regulates radiation transmission, and the applicant has certified that they comply with FCC standards.

**Commissioner Partridge** identified the existing fence on the site as non-compliant with the Town's Fence Ordinance. The ordinance prohibits barbed wire fences.

Conversation ensued and the Commission agreed that the fence was inconsistent with similar fences located at other Purissima Hills Water District sites, and it is in violation of the Town's fence ordinance. **Debbie Pedro** told the Commission they could recommend as a condition of approval, that the barbed wire be removed.

MOTION AMENDED, SECONDED, AND PASSED BY ROLL CALL VOTE: **Commissioner Abraham** made a motion to recommend to City Council that they approve the extension of the AT&T lease for ten years, at the Arastradero site, Lands of Purissima Hills Water District. A recommendation was made to strike *as primary* from condition ten of the staff report and to add

an additional condition requiring the Purissima Hills Water District remove the barbed wire from the top of the fence, surrounding the site. The motion was seconded by **Commissioner Clow**.

AYES: Commissioners: Partridge, Clow, Abraham, and Chairman Collins  
NOES: None  
ABSENT: Commissioner: Harpootlian  
ABSTAIN: None

This item will be forwarded to a future meeting of the City Council.

- 3.2 LANDS OF LOS ALTOS HILLS (APPLICANT- METRO PCS); 27400 Purissima Road (Purissima Park); File #172-11-CUP; A request for a renewal of a Conditional Use Permit for an existing wireless communications facility. CEQA Review: Categorical Exemption per Section 15301 (a) (staff-Nicole Horvitz).

**Nicole Horvitz**, presented the staff report. The applicant is Metro PCS. The site is 10.2 acres of Town owned property, located on the western side of Purissima Road, abutting Highway 280.

On March 2, 2002 the City Council approved the installation of a 55 foot tall monopole for Metro PCS. There are three antennas within the monopole. The ground equipment is located north of the monopole, along with the ground equipment for a 77 foot tall monopole installed by AT&T in 1993.

The request of the Planning Commission is to forward a recommendation to City Council to renew the Conditional Use Permit for an additional ten years. There were no proposed modifications.

CHAIRMAN COLLINS OPENED THE PUBLIC HEARING

**James McFadden, Representative for Metro PCS**, stated that the application is a standard Conditional Use Permit renewal with no modifications.

CHAIRMAN COLLINS CLOSED THE PUBLIC HEARING

No discussion.

MOTION MADE, SECONDED, AND PASSED BY CONSENSUS: **Commissioner Partridge** made a motion to recommend to City Council that the Conditional Use Permit for Metro PCS at Purissima Field be extended for ten years, subject to the amended conditions of approval in attachment number one. The motion was seconded by **Commissioner Clow**.

AYES: Commissioners: Partridge, Clow, Abraham, and Chairman Collins  
NOES: None  
ABSENT: Commissioner: Harpootlian  
ABSTAIN: None

This item will be forwarded to a future meeting of the City Council.

- 3.3 Amendments to the Temporary Sign & Banner Policy; File # 232-11-MISC; Proposed amendments include establishing the allowable number of signs and/or banners per application and limiting the total number of signs and/or banners displayed at any one location. CEQA Review: exemption per Section 15061 (b) (3) (staff-Nicole Horvitz).

**Nicole Horvitz**, presented the staff report for amendments to the Town's Temporary Sign & Banner Policy. The policy was adopted by the City Council on December 13, 2007 and sets forth guidelines for size, location, and duration of posting time. Since the adoption of the policy, staff has noticed the lack of limitation of the number of signs and the placement of signs throughout Town. This has created an aesthetic concern for the Town.

The proposed amendment will limit the number of signs and banners in one location to two at any given time, and restricts the location of signs and banners to major intersections: Edith Avenue and Fremont Road, Arastradero Road and Fremont Road, El Monte Road and Moody Road, at Westwind Barn, and the location where the event will be held.

Los Altos Hills Family (LAHF) has proposed a blanket permit which would allow them to submit a single application for all signs and banners. The permit also requests that the Town be responsible for purchasing, placing, and maintaining all Los Altos Hills Family event signage.

The action requested of the Planning Commission is to forward a recommendation to City Council to approve the proposed amendments to the Temporary Sign & Banner Policy.

CHAIRMAN COLLINS OPENED THE PUBLIC HEARING

No discussion.

CHAIRMAN COLLINS CLOSED THE PUBLIC HEARING

**Commissioner Partridge** asked staff what would happen if 3 or 4 organizations request to post signs within a specific location; how the decision would be made to which signs would be posted. He also asked staff what the time limit would be for when an application is submitted and the sign or banner is posted.

**Debbie Pedro** explained that the process is currently first come, first serve. As a trend, applications are usually received within thirty days of the intended posting date.

**Commissioner Abraham** asked staff if it would be sensible to include a clause that requires applications to be submitted no more than thirty days prior to the requested posting date. He also asked staff if it would be sensible to change condition eleven, which currently says that the posting time for signs be no longer than thirty consecutive days, to a consecutive posting time of fifteen days.

**Chairman Collins** had concerns about Los Altos Hills Family's request for a blanket permit. Granting a blanket permit would allow them an automatic posting spot, which in her opinion is giving preference to one organization over others. She also cannot justify limiting the number of signs allowed in a specific location to two, especially if one organization occupies one of the spots for an entire year.

**Debbie Pedro** suggested to the Commission that if they consider Los Altos Hills Family's request, the changes should be applicable to all Town committees and non-profit organizations.

**Commissioner Partridge** suggested that there are alternatives to informing the public of events such as emails and social networks. He believes the increasing number of signs throughout Town is unnecessary.

**Chairman Collins** added that most of the signs around Town are ineffective because of their design. Signs are difficult to read and one needs to drive by a sign multiple times to identify the full message.

**Commissioner Clow** supported staff's recommendations. He agreed that there are too many signs throughout Town, many of the signs are difficult to read, and that one organization should not have privilege over another.

MOTION MADE AND SECONDED WITH AMENDMENTS: **Commissioner Clow** moved to recommend to City Council that they approve staff's recommendation of limiting the number of signs and banners to two per intersection.

**Commission Abraham** seconded and offered an amendment to the motion. He added that under item twelve, staff should strike the phrase *thirty consecutive days* and replace it with *fifteen consecutive days*. He recommended staff add a condition stating that applications shall not be submitted sooner than sixty days prior to the event.

Conversation ensued regarding how long a sign should be posted, and the commission agreed 15 days is too short a time period to notice Town residents of events.

MOTION AMENDED AND PASSED BY CONSENSUS **Commissioner Clow** moved to amend the original motion to recommend to City Council that a condition be added to the policy that applications be submitted no more than sixty days prior to the event; signs shall be posted for a period of thirty days; and that the request by Los Altos Hills Family for a blanket permit be denied.

AYES: Commissioners: Partridge, Clow, Abraham, and Chairman Collins  
NOES: None  
ABSENT: Commissioner: Harpootlian  
ABSTAIN: None

This item will be forwarded to a future meeting of the City Council.

4. OLD BUSINESS – none.

5. NEW BUSINESS – none.

6. REPORTS FROM THE CITY COUNCIL MEETINGS

- 6.1 Planning Commission Representative for November 17 – Cancelled
- 6.2 Planning Commission Representative for December 7 – Commissioner Harpootlian
- 6.3 Planning Commission Representative for January 19 – Commissioner Collins
- 6.4 Planning Commission Representative for February 16 – Commissioner Clow

7. APPROVAL OF MINUTES

- 7.1 Approval of September 1, 2011 minutes.

MOTION MADE, SECONDED, AND PASSED BY CONSENSUS: Motioned by Commissioner Abraham and seconded by Commissioner Clow to approve the September 1, 2011 minutes as presented.

8. REPORTS FROM FAST TRACK MEETING – SEPTEMBER 13, SEPTEMBER 20, OCTOBER 4, AND OCTOBER 25, 2011

- 8.1 LANDS OF MISHRA, 14100 Donelson Place; File #119-11-ZP-SD; A request for a Site Development Permit for a 451 square foot single story and 45 square foot second story addition and major interior remodel (Maximum height: 28'6", legal non-conforming per Section 10-1.401 of the LAHMC). CEQA Review: Categorical Exemption per Section 15303 (a) (staff-Nicole Horvitz).
- 8.2 LANDS OF JD/EM RIZZI 1990 FAMILY TRUST; 12615 Miraloma Way; File #111-11-ZP-SD; A request for a Site Development Permit for a 3,800 square foot single story accessory structure (maximum height 19'). CEQA Review: Categorical Exemption per Section 15303 (e) (staff-Nicole Horvitz).
- 8.3 LANDS OF TERZIS/CHAN, 12733 Dianne Drive; File #120-10-ZP-SD-GD; A request for a Site Development Permit for a 4,610 square foot new residence (maximum height 29') with a 2,427 square foot basement and 377 square foot swimming pool. CEQA review: Categorical Exemption per Section 15303 (a) and (e) (staff-Nicole Horvitz).
- 8.4 LANDS OF TUMARKIN & HARTZ; 11540 Hillpark Lane; File #178-11-ZP-SD; A request for a Site Development Permit for a 136 square foot addition (maximum height 29'6") and major interior remodel. CEQA review: Categorical Exemption per Section 15303 (a) (staff-Nicole Horvitz).

9. REPORTS FROM SITE DEVELOPMENT MEETINGS – SEPTEMBER 13, SEPTEMBER 20, SEPTEMBER 27, OCTOBER 4, OCTOBER 11, AND NOVEMBER 1, 2011

- 9.1 LANDS OF DOTY, 14190 Amherst Court; File #97-11-ZP-SD; A request for a Site Development Permit for a landscape screening plan for a 1,440 square foot single story addition and remodel, pool cabana, and swimming pool approved on June 8, 2010. CEQA review: Categorical Exemption per Section 15304 (b) (Staff-Nicole Horvitz).
- 9.2 LANDS OF KEARNEY, 27361 Moody Road; File #179-11-ZP-SD-GD; A request for a Permit Modification to the grading plan for a new residence previously approved on February 3, 2011. CEQA review: Categorical Exemption per Section 15304 (Staff-Brian Froelich)
- 9.3 LANDS OF VENKATESH, 24388 Amigos Court; File #176-11-SD-ZP; A request for a Site Development Permit for a landscape screening plan for a 1,944 square foot horse barn approved by the Planning Commission on February 5, 2009. CEQA review: Categorical Exemption per Section 15304 (b) (Staff-Brian Froelich).
- 9.4 LANDS OF BERMAN, 26074 Mulberry Lane; File #145-11-ZP-SD; A request for a Site Development Permit for a landscape screening plan for a 5,991 square foot new two story residence approved on February 23, 2010. CEQA review: Categorical Exemption per Section 15304 (b) (Staff-Nicole Horvitz).
- 9.5 LANDS OF EINAV; 13310 Sunset Drive East; File #139-11-ZP-SD; A request for a Site Development Permit for a landscape screening plan for a 3,950 square foot two story new residence approved on November 5, 2009. CEQA review: Categorical Exemption per Section 15304 (b) (Staff-Nicole Horvitz).
- 9.6 LANDS OF BROUGHER, 26974 Fremont Road; File #177-11-ZP-SD; A request for a Site Development Permit for a 1,080 square foot swimming pool, pool decking, and a 324 square foot, nine (9) foot tall shade structure. CEQA review: Categorical Exemption per Section 15303(e) (Staff-Brian Froelich).
- 9.7 LANDS OF HANAFI, 13571 Hill Way; File #192-11-ZP; A request for a Site Development Permit for a six (6) foot tall wood fence at the rear property boundary (153 linear feet). CEQA review: Categorical Exemption per Section 15303(e) (Staff-Brian Froelich).
- 9.8 LANDS OF LEE, 27961 Central Drive; File #247-11-ZP-SD; A request for a Site Development Permit for two (2) pole mounted solar tracker panels. Each rectangular shaped panel is 216 square feet and the mounting pole is 13 feet tall. The CEQA review: Categorical Exemption per Section 15303 (Staff-Brian Froelich).
- 9.9 LANDS OF GIORI; 26631 Taaffe Road; File #187-11-ZP-SD; A request for a Site Development Permit for a landscape screening plan for a 3,879 square foot

two story new residence approved on February 4, 2010. CEQA review:  
Categorical Exemption per Section 15304 (b) (Staff-Nicole Horvitz).

10. ADJOURNMENT

The meeting was adjourned by consensus at 8:00 p.m.

Respectfully submitted,

Sarah Corso  
Community Development Specialist

The minutes of the November 3, 2011, Planning Commission meeting were approved as corrected at the December 1, 2011, Planning Commission meeting.